

## Amesbury Elementary School Building Committee (AESBC)

## Meeting Minutes

Date: February 25, 2021

Location: Virtual Meeting

Time: 6:00 PM

Next Meeting: March 25, 2021 at 6:00PM

### Attendees:

Name	Present	Name	Present
<b><u>SBC – Voting Members</u></b>		<b><u>SBC – Non Voting Members</u></b>	
Kassandra Gove, Mayor/Chair	✓	Christine Chabot	
Paul Fahey, Chief of Staff	✓	Lauri McAllister	
Peter Hoyt, School Committee	✓	Bruce McBrien	✓
Matt Bennett, Facilities Director	✓		
Angel Wills, CFO	✓	<b><u>NV5 (OPM)</u></b>	
Shannon Nolan, AES Principal	✓	Tim Dorman	✓
Lynn Catarius, Director, Student Services		Tom Murphy	
Nick Wheeler, City Council	✓	<b><u>DiNisco Design (Architect)</u></b>	
Joseph Spencer	✓	Donna DiNisco	
Joan Liporto, Director of Finance & Ops	✓	Vivian Low	✓
Elizabeth McAndrews, Superintendent	✓	Caulen Finch	
		Jim Shuttleworth	✓

### 1. Call to Order

- Kassandra Gove, Mayor of Amesbury, called the Amesbury Elementary School Building Committee (AESBC) Meeting to order at 6:02 PM.
- Mayor Gove provided a statement regarding the 'Executive Order Suspending Certain Provisions of the Open Meeting Law G.L. c.30A, §20' signed on March 12, 2020 which allows for the meeting to be held online and broadcast by ACTV Channel 18. Public comments can be made by email to Mayor Gove or through the ACTV Facebook live stream.
- NV5 took roll call for attendance.

### 2. Public Comments

- No comments were submitted in advance of the meeting or via the Facebook live stream.

### 3. Approval of Meeting Minutes

- NV5 distributed the AESBC Meeting Minutes from the prior meeting held on January 28, 2021 as part of the meeting packet.

- **Vote:** Motion by Peter Hoyt to approve the January 28, 2021 AESBC Meeting Minutes. The motion was seconded by Joe Spencer and following a roll call vote, passed unanimously.

#### 4. Approval of Invoices

- The following invoices were submitted for approval:
  - DiNisco Design Invoice #9411 - \$5,104.00 (PB Review and Add Doc)
  - DiNisco Design Invoice #9412 - \$137.50 (Traffic Consulting)
  - DiNisco Design Invoice #9415 - \$9,253.46 (PB Review and Add Doc)
  - DiNisco Design Invoice #9416 – \$492.77 (PB Review, Design Revs, Docs and Meetings)
  - Stantec Invoice #1749299 - \$6,114.17 (Conservation Commission Peer Review Fees)
- **Vote:** Motion made by Paul Fahey to approve the warrant totaling \$21,101.90. The motion was seconded by Nick Wheeler and following a roll call vote, passed unanimously.

#### 5. Update on Design, Permitting and Schedule

- An update on the permitting process was provided, which is summarized as follows:
  - The Planning Board has issued the final signed decision. The document will be incorporated in the construction contract documents package so that construction related conditions are owned in the scope. There are other conditions included related to the sidewalk project, intersection project and operation and maintenance which the respective City departments will be responsible for complying with.
  - The final Order of Conditions is anticipated to be issued at end of week after the Conservation Commission meeting on March 1<sup>st</sup>.
  - Assuming the Order is issues as expected, the intent is to release the documents for bid on March 10<sup>th</sup> with bids due on April 14<sup>th</sup>.
- The updated Phasing Plans were reviewed, which is summarized as follows:
  - Given the later start of construction than original anticipated, the Phasing was re-sequenced to push most of the work on the Cashman site to the second summer (Summer 2022). However, some work will be allowed to begin during the summer of 2021, including installing the deep sanitary sewer line. Therefore the building would not be available for use during either summer timeframe.
  - Given the actual anticipated start of construction, an initial limited Phase 1 for Spring 2021 has also been developed to allow the little league field to be used through the end of June 2021.
  - Each of the Five Phases were reviewed in detail, including limits of work, circulation and emergency vehicle access. This update was also reviewed with the working group, including the Cashman Principal at an earlier meeting.
- The updated Playground design was presented.
  - It was noted that a meeting was held with parents with a particular focus on mobility issues.

- Revisions to the play structures were incorporated to provide more opportunity for access to the structure via ramps and revising to more rigid bridges.
  - Other revisions were necessary to coordinate with the mobility improvements and ensure the overall scope is within the established budget.
  - Nick Wheeler asked how many kids would typically use the two areas at the same time. Shannon Nolan indicated that they are all broken up now in consideration of COVID 19 restrictions. Previously it would be by grade level. However, in the future they will probably be more broken up with the combined school.
  - Mayor Gove emphasized that these revisions provide a great opportunity for inclusivity.
- Schedule:
    - NV5 provided an overview of the current permitting timeline and bid dates. The schedule is the same as the schedule presented at the last meeting, except that the Filed Sub-bid date has been revised to March 31, 2021. Based on the currently anticipated scenario of completing the Conservation Commission Order of Conditions March 1st, the expectation is that the project goes out for bid March 10, 2021, which is pushing occupancy into late March 2023.

#### 6. Proposed Next Meeting Date

- The next meeting of the AESBC will be on March 25, 2021.

#### 7. Other Business

- Nick Wheeler noted that he has reviewed the draft bid package and has some comments. The design team indicated that there has been some additional coordination review and updates, but that the comments should be sent along and a follow up discussion will be scheduled.
- Peter Hoyt asked if there is an update on the signage. It was noted that the entrance sign was updated based on feedback from the last meeting to read Amesbury Elementary Schools.
- Implementation Committee Update: There was a meeting held last night which included a tour for anyone not familiar with Cashman Elementary School Building. Cashman considerations are being reviewed, including configurations and correlations between MCAS performance as well as staff certification requirements.
- Neighborhood meeting: A meeting is scheduled for March 3<sup>rd</sup> at 6:00 PM. Any interested neighbors can email Caitlin Thayer to get on the list to join. The focus will be on specific considerations of the residents who live in the surrounding neighborhoods.
- There was some discussion regarding the Groundbreaking Ceremony. It was noted that the contract award is anticipated for late April with work on site likely commencing in late May. Exact date is to be determined.

#### 8. Adjournment

- **Vote:** Motion made by Peter Hoyt to adjourn the meeting at 6:51 PM. The motion was seconded by Nick Wheeler. Following a role call vote, the motion passed unanimously.

○ -End of Minutes-

*These meeting minutes were prepared by NV5. Please notify NV5 within 48 hours of receipt of this document regarding any required corrections or clarifications.*



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